



MEMORANDUM

TO: Mayor Burch and City Council Members

FROM: Gregg Guetschow, City Manager

SUBJECT: Freedom of Information Act Policy

DATE: June 5, 2015

Amendments to Michigan's Freedom of Information Act (FOIA) are due to go into effect on July 1. Changes to the Council policy addressing this matter are required to comply with the statute. You will find a copy of the proposed policy elsewhere in the agenda packet.

The policy that we have developed is based on a sample provided by the Michigan Municipal League based on work completed by the Kalamazoo City Attorney. We have also adapted forms from the MML and the Michigan Townships Association.

As a measure of the extent of changes to the statute, the former Council policy was two pages in length as compared to thirteen in the new one.

When approved by Council, the policy, a public summary of the policy and the associated forms will be added to the City's website.